

SECTION V- STUDENTS  
(5000-46)

ELEMENTARY SCHOOL ATTENDANCE/PLACEMENT PROCEDURE

(Refer to Policy Section 5022.20)

1. An attendance zone surrounding each elementary school has been designated. Students residing in a designated attendance zone will attend that neighborhood school. (See maps in each school and at the District Office.)
2. Students living 1.5 miles or beyond a school or in a district-determined hazardous area will have bus service to a designated school.
3. New students registering after the initial placement of returning students completed in May of the previous school year may need to be placed in a school other than their neighborhood school for the first year due to the consideration of such factors as class size and space availability. Placement will be decided by the Superintendent/superintendent's designee in consultation with the building principals. The administration will do diligent in attempting to place as many students as possible within their neighborhood schools.
4. Students wanting to attend a school other than their designated school may make an in-district open enrollment request in accordance with Board Policy 5022.20 with the understanding that transportation responsibility rests with the parent(s).
5. Each school will track students by grade level in the following manner:
  - a. attendance zone students
  - b. in-district open enrollment students\*
  - c. out-of-district open enrollment students\*
  - d. total number of students\*need to keep original enrollment dates
6. Parents wishing to enroll their kindergarten student should register (or pre-register) the student in their neighborhood attendance school. If the student wishes to attend another school, the parent will fill out an in-district open enrollment form.
7. The student's residency is determined by the residence address of their parent or guardian. The before and after school daycare address may not be used to establish residency.

(6-24-14)